

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting May 9, 2018 at 7 p.m.**

*Prepared by Jess Seeley*

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the President at 7:00 p.m. at the Sandia Heights Homeowners Association Office, 2-B San Rafael NE, Albuquerque, NM. A quorum was declared.

2. **ROLL CALL:** (P- Present; A-Absent, E-Excused)

	P	A	E		P	A	E		P	A	E
President – Woody Farber	X			Bob Bower	X			Craig Newbill	X		
Vice President – Hugh Prather	X			George Chen	X			Travis Rich	X		
Secretary – Walter Forman	X			Judy Durzo			X	Emily Rudin	X		
Treasurer – Cheryl Iverson	X			Martin Kirk			X	Marion Simon	X		
Carnie Abajian	X			Phil Krehbiel			X	Bob Thomas			X
Stephen Baca			X	Susan McCasland	X			Bill Wiley	X		

Guest: Rick Gillis

3. **APRIL MEETING MINUTES APPROVAL:** The April Board Meeting minutes were distributed via email on April 19, 2018. A motion was made to approve the minutes. Approved.

4. **OFFICER REPORTS:**

a. **President (Woody Farber):**

- (1) Rick Gillis gave a presentation regarding ACC approvals.
- (2) A discussion was held about the Executive Committee meeting with Sandia Heights Services. At this time security does not patrol 24 hours a day. The cost of security would increase from \$19.72 to \$32.00 per month for 24/7 security. A more in depth discussion will be held at the June Board meeting regarding security.
- (3) SHHA Member attendance at committee meetings will be allowed, but the Chair of the committee will have the discretion to limit attendance so as not to disrupt the work of the committee.
- (4) An Executive Committee (EC) meeting in July will not be held since it falls on July 4th. If something arises that requires the EC to meet, a meeting will be scheduled.

b. **Vice President (Hugh Prather):**

- (1) The next annual meeting will be planned using Board members or selected volunteers as group facilitators for any small groups which are convened.
- (2) All board members should review the HOA Act of New Mexico to better understand the state expectations. SHHA office staff will send the HOA Act to Board members via email.

- c. Secretary (Walter Forman):
  - (1) The April Board Meeting minutes were distributed via email on April 19, 2018.
- d. Treasurer (Cheryl Iverson):
  - (1) The April financial reports were emailed to the Board on May 7 for review. A motion was made to accept the financial reports as distributed.

Motion: To accept the April Financials as distributed.

Accepted. 2018-5-9-1 FC

- (2) Discussion was held and a motion was made to establish a budget for the CS&M Committee.

Motion: To transfer \$1000 from the Community Improvement Reserve to the Community Service and Membership Committee.

Approved. 2018-5-9-2 FC

## 5. COMMITTEE REPORTS

- a. Architectural Control Committee (ACC) (Bob Bower):
  - (1) The minutes for April 18 and May 2 meetings were emailed to the Board.
  - (2) ACC application approvals for April: 26
  - (3) GRIT article for the May issue: An Evacuation Plan for Sandia Heights – Looking for Volunteers
  - (4) Committee Membership: 7 members
  - (5) Requests for EC/Board Action: None
- b. Covenant Support Committee (CSC) (Marion Simon for Bob Thomas):
  - (1) The minutes of the May 1 meeting were emailed to the Board.
  - (2) There are 5 violations open.
  - (3) 1 violation has been closed.
  - (4) 867-G Tramway Lane Court: The Board approved moving forward with legal action August 9, 2017. The CSC is currently pursuing action with Bernalillo County Zoning. The legal action has been put on hold for six months, and it has now been extended an additional six months to determine the outcome of the county zoning complaint.
  - (5) GRIT Article for the May issue: No Article Submitted.
  - (6) Committee Membership: 8 members
  - (7) Requests for EC/Board Action: None
- c. Community Service & Membership (CS&M) (Hugh Prather):
  - (1) The CS&M Committee has been reconstituted with Hugh Prather as Chair. The initial meeting took place on Thursday, May 3, 2018.
  - (2) The committee recommends no changes to the charter at this time.
  - (3) The committee reviewed all feedback from the Annual Meeting and will incorporate this into a survey which is being developed.
  - (4) The committee will be meeting monthly on the Monday prior to the Executive Committee meeting.

- (5) If you know anyone who is interested in joining the committee, please contact Hugh Prather.
- (6) Committee membership: 6 members
- (7) A resident demographic survey draft was distributed to the Board for feedback.

d. Communications & Publications (C&P) (Susan McCasland):

- (1) The layout for the June GRIT is in progress.
- (2) GRIT Articles for the May issue: Speeding in Sandia Heights – An Object Lesson, An Additional Call for Volunteers, and Just for Fun
- (3) A discussion was held to see if the Board is interested in SHHA joining social media. The Board will continue to discuss social media at the June Board meeting.
- (4) Committee Membership: 4 members
- (5) Another Board member is still needed to join the committee.

e. Parks & Safety (P&S) (Bill Wiley):

- (1) A meeting was scheduled for May 8 at 9:30 am. A quorum was not present, therefore no business was conducted and the meeting was adjourned.
- (2) Additional volunteers have joined the Wildfire Preparedness Planning Committee (WPPC).
- (3) Committee Membership: 6 members
- (4) There is a cleanup event scheduled for Saturday, May 12, 2018 from 9:30 am – 11:30 am. Litter will be removed along Tramway Blvd.'s east and west right-of-ways, between Simms Road and Paseo del Norte. This event is posted on the SHHA website and information was in the May GRIT issue.
- (5) A homeowner has proposed a 3-way stop at North Marigold and San Rafael Ave. This will be looked into by the P&S Committee with assistance of Bernalillo County.
- (6) Three additional "Area Patrolled by Security" signs have been installed at Sandia Heights entrances. The locations include westbound Tramway Lane, Cedar Hill Road just west of Tramway Blvd., and eastbound Tramway Circle east of Tennyson.
- (7) Bill Wiley has resigned as the Chairman of P&S. Travis Rich has agreed to chair the committee effective immediately.
- (8) GRIT Article for the May issue: Are We Ready for the Conflagration? SHHA Needs Volunteers to Prepare for Imminent Wildfire Threat. By: Keith Julian and Bill Wiley, WPPC Co-chairs.

f. Nominating Committee (NC) (Hugh Prather): No report at this time.

6. UNFINISHED BUSINESS: Action Items from last Board Meeting:

- a. **BOD:** Inform the Nominating Committee of potential Board members. **ONGOING**
- b. **P&S:** Status report on office safety upgrade. Bill Wiley has contacted the property owner and discussed desired safety upgrades, as the property owner is responsible. No further response from property owner has been received. Bill will continue to check on the status and get back to the Board with any updates. **ONGOING**

7. NEW BUSINESS: Action Items Resulting from This Meeting:

- a. **OFFICE:** SHHA office staff will send the HOA Act to Board members via email on May 10.
- b. **P&S:** With the assistance of Bernalillo County, the P&S Committee will look into establishing a 3-way stop at North Marigold and San Rafael Ave.

8. ANNOUNCEMENTS: None

9. NEXT MEETING: June 13, 2018

10. ADJOURNMENT: 8:20 pm

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Woody Farber, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Walter Forman, Secretary

\_\_\_\_\_  
Date

*Signatures on file in the SHHA Office*